



## Legislation Details (With Text)

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**Title:** City Manager Executive Search (B)

**Sponsors:**

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**Attachments:** 1. 180612C\_RFQ-GD-Executive Search Services\_20190523.pdf, 2. 180612D\_RFQ Addendum 1 Executive Search Services\_20190523.pdf, 3. 180612E\_Submittal-Baker Tilly Virchow Krause, LLP\_20190523.pdf, 4. 180612F\_Submittal-Colin Baenziger & Associates\_20190523.pdf, 5. 180612G-Submittal Appendices-Colin Baenziger & Associates\_20190523.pdf, 6. 180612H\_Submittal-CPS HR Consulting\_20190523.pdf, 7. 180612I\_Submittal-GovHR Proposal\_20190523.pdf, 8. 180612J\_Submittal-MGT Consulting Group\_20190523.pdf, 9. 180612K\_Submittal-Renee Narloch & Associates\_20190523.pdf, 10. 180612L\_Submittal-SGR Executive Recruitment Services\_20190523.pdf, 11. 180612M\_Submittal-Sunshine Enterprise USA\_20190523.pdf, 12. 180612N\_Submittal-Vinali LLC\_20190523.pdf, 13. 180612O\_RFQ 190032 Evaluator 1 Notes and Ranking.pdf, 14. 180612P\_RFQ 190032 Evaluator 2 Notes and Ranking\_20190523.pdf, 15. 180612Q\_RFQ 190032 Evaluator 3 Notes and Ranking\_20190523.pdf, 16. 180612R\_RFQ #190032 Evaluation Form Summary\_20190523.pdf, 17. 180612S\_RFQ Executive Search Services Bid Record\_20190523.pdf, 18. 180612T\_RFQ CC Bid Tab Executive Search Services\_20190523.pdf, 19. 180612U\_Award recommendation transmittal\_20190523.pdf, 20. 180612V\_Executive Search Services Award Public Notice\_20190523.pdf, 21. 180612X\_City Manager Search Criteria Survey\_20190523.pdf, 22. 180612W\_City Manager 1019 Draft With Commission Feedback\_20190523.pdf, 23. 180612Y\_City Manager Candidate Resumes A-E\_20190905.pdf, 24. 180612Z\_City Manager Candidate Resumes F-M\_20190905.pdf, 25. 180612AA\_City Manager Candidate Resumes O-Z\_20190905.pdf, 26. 180612BB\_City Manager Selection Timeline\_20190905.pdf, 27. 180612CC\_Contract\_Final\_20190905.pdf, 28. 180612DD - Cover Memo for Recommended Candidates Gainesville\_20190905.pdf, 29. 180612EE\_City Manager Search Criteria Survey Results\_20190916.pdf, 30. 180612FF\_Cover Memo for Recommended Candidates Gainesville\_20190916.pdf, 31. 180612GG\_Black, Harry - Gainesville City Manager Candidate Report\_20190916.pdf, 32. 180612HH\_Burtch, Patrick - Gainesville City Manager Candidate Report\_20190916.pdf, 33. 180612II\_Coffey, Craig - Gainesville City Manager Candidate Report\_20190916.pdf, 34. 180612JJ\_Feldman, Lee - Gainesville City Manager Candidate Report\_20190916.pdf, 35. 180612KK\_Fritz, Anne - Gainesville City Manager Candidate Report\_20190916.pdf, 36. 180612LL\_Jackson, Janice - Gainesville City Manager Candidate Report\_20190916.pdf, 37. 180612MM\_Jones, Odis - Gainesville City Manager Candidate Report\_20190916.pdf, 38. 180612NN\_Lazarus, Howard - Gainesville City Manager Candidate Report\_20190916.pdf, 39. 180612OO\_Murphy, JJ - Gainesville City Manager Candidate Report\_20190916.pdf, 40. 180612PP\_Murry, Frederick - Gainesville City Manager Candidate Report\_20190916.pdf, 41. 180612QQ\_O'Rourke, Anthony - Gainesville City Manager Candidate Report\_20190916.pdf, 42. 180612RR\_Shanahan, William - Gainesville City Manager Candidate Report\_20190916.pdf, 43. 180612SS\_Sossamon, Leonard - Gainesville City Manager Candidate Report\_20190916.pdf, 44. 180612TT\_Cover Memo for Additional Candidates Gainesville 20190916.pdf, 45. 180612UU\_Edwards, Reginald - Gainesville City Manager Candidate Report\_20190916.pdf, 46. 180612VV\_Falgout, Beau - Gainesville City Manager Candidate Report\_20190916.pdf, 47. 180612WW\_C-Ward Letter\_20190916.pdf, 48. 180612XX\_City Manager Employment Agreement - Lee Feldman\_20191003.pdf, 49. 180612\_City Manager Employment Agreement (Feldman)\_20191003.pdf

Date	Ver.	Action By	Action	Result
10/3/2019	11	City Commission	Approved as Recommended	Pass
9/27/2019	10	City Commission	Approved, as shown above	Pass
9/26/2019	10	City Commission	Discussed	
9/16/2019	9	City Commission	Approved, as shown above	Pass
9/5/2019	8	City Commission	Approved, as shown above	Pass
6/6/2019	7	City Commission	Approved as Recommended	
5/23/2019	6	General Policy Committee	Approved as Modified	Pass
5/2/2019	5	City Commission	Discussed	
2/7/2019	4	City Commission	Approved, as shown above	Pass
1/17/2019	3	City Commission	Approved, as shown above	Pass
1/3/2019	2	City Commission	Approved, as shown above	Pass
12/13/2018	1	General Policy Committee	No Action Taken	

### **City Manager Executive Search (B)**

In order to hire a City Manager, the City Commission authorized the Human Resources Department to engage the services of an Executive Search Firm to initiate a search to fill the vacant position. Colin Baenziger & Associates was selected to conduct the search and to present qualified candidates to the Commission for consideration.

Prior to today's meeting, Colin Baenziger & Associates presented each Commissioner with a full candidate report, including resumes and other supporting documentation, of the top recommended semi-finalist candidates for consideration.

During the September 5th City Commission Meeting, the executive search firm recommended 13 semi-finalist candidates to the City Commission, with one candidate having since dropped out and a request by the Commission to add two candidates to the recommended semi-finalist pool. During the September 5th City Commission Meeting, the Commission requested additional time to review the background information material before selecting 3-5 finalists to be invited for in-person interviews with the Commission.

During the the September 16th Special Commission Meeting, the Commission selected the following candidates for in-person interviews:

Janice Allen Jackson  
Howard S. Lazarus  
Anne A. Fritz  
Lee R. Feldman  
Harry E. Black

Candidate interviews will be conducted by the City Commission on September 25th and 26th. A final selection will be made on September 27th. Candidates' cover letters and resumes are included in the backup.

The in-person interviews will take place over two days; the schedule will include a panel-style interview with the full City Commission, a Community Reception which citizens and Commissioners are invited to, and finally, one-on-one interviews with each Commissioner.

The anticipated fiscal impact for the City Manager executive search is \$32,000. This amount includes \$26,500 in search fees and \$5,500 allocated for candidate travel, meals, and other expenses. This will be funded through unallocated general fund balance.

The City Commission: 1) The City Commission conduct interviews for the position of City Manager; and 2) authorize the Mayor to negotiate an employment agreement with the selected candidate